

Medicaid/HUSKY A and U.S. Citizenship:

*What you need to know for
your benefits*



**Connecticut Department
of Social Services**

Making a Difference

Medicaid/HUSKY A and U.S. Citizenship:

What you need to know for your benefits

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This information available in alternate formats.
Phone 1-800-842-1508
TDD/TTY 1-800-842-4524.

Dear Medicaid/HUSKY A member or applicant,

If you are a citizen (which includes a naturalized citizen or a national of the United States), federal law now requires you to prove your citizenship and your identity if you want Medicaid/HUSKY A health coverage. This fact sheet will give you information on how you can meet this requirement. We appreciate your cooperation and understanding as we work to bring you health coverage.

Before we get started, we want you to know that there are **several exceptions** to the new law's requirements. The rules **do not** apply to you or a family member if the individual:

- is entitled to or receives Medicare; or
- receives Supplemental Security Income; or
- receives Social Security benefits because of his or her own disability; or
- is presumptively eligible for Medicaid/HUSKY as a child, or because of pregnancy or breast or cervical cancer. (This only applies during the period of presumptive eligibility and not for ongoing regular HUSKY benefits); or
- receives HUSKY A under special newborn rules; or
- receives foster care services or adoption services from the Connecticut Department of Children and Families.

If the above **exceptions** to the new federal law do not apply to you or your child, please read on.

To get benefits through the Medicaid or HUSKY A programs, you will need to show an original or certified copy (certified by the issuing agency) of two things:

- 1. Proof that you are a citizen; and**
- 2. Proof of your identity (who you are)**

If you are **not** applying for yourself—for example, you are just applying for your children—you do not need to provide documents about yourself. However, you do need to provide proof of citizenship and identity for your child.

During the application process for Medicaid or HUSKY A, you will need to show proof of your citizenship and identity. Or, for your next annual ‘redetermination’ (renewal), you will need to show proof of your citizenship and identity, if you did not do so already. (Again, if you’re applying only for your children, you don’t need to show any documents about yourself—just your children.)

Failure to show proof of citizenship and identity will result in denial or discontinuance of benefits for you or your family member.

There are several ways to provide this citizenship and identity documentation.

❖ **Proving both citizenship and identity with one document:**

You may use one of the following:

- a U.S. passport that was issued without limitation (it may be expired); or
- a Certificate of Naturalization (DHS Forms N-550 or N-570); or
- a Certificate of U.S. Citizenship (DHS Forms N-560 or N-561).

Documents must be originals or copies certified by the issuing agency.

❖ **Proving both citizenship and identity with two documents (two steps):**

If you don't have one of the three documents above, you must show two documents – one that proves your U.S. **citizenship**, and one that proves your **identity**.

Proving your citizenship:

We will ask you for an original or certified copy of one of the following to prove your U.S. citizenship:

- An official birth certificate issued by a State or U.S. Territory (Puerto Rico, Guam, the Virgin Islands of the U.S., American Samoa, Swains Island or the Northern Mariana Islands) and recorded with vital statistics before you were age 5. If you were born in a U.S. Territory before it became a U. S. Territory or in the Canal Zone, call DSS for guidance (phone numbers at end of this fact sheet); or
- A certification of report of birth if you are a U.S. citizen and you were born outside the U.S. (DS-1350, FS-240, FS-545); or

Proving Both Citizenship and Identity With Two Documents

- A U.S. Citizen I.D. card (INS Form I-197 or I-179); or
- A Northern Mariana ID Card (I-873) or American Indian ID Card (I-872) issued by the Department of Homeland Security marked “KIC” and U.S. citizen; or
- A final adoption decree showing child’s name and a U.S. place of birth or, if the adoption is not finalized, proof from the adoption agency that the child is a U.S. citizen; or
- Evidence of U.S. Civil Service employment before June 1, 1976; or
- A U.S. military record showing U.S. place of birth; or
- Your alien registration number, if you are a naturalized citizen or a child adopted abroad or born abroad to a U.S. citizen so that we may verify your citizenship.

For other requirements concerning adopted or biological children born abroad, please call DSS (phone numbers at end of fact sheet).

If one of the documents listed above is not available, you must show an original or certified copy of one of the following:

- Part of a hospital record, on hospital letterhead created at the time of birth and at least five years before you applied for Medicaid, that shows a U.S. place of birth. For children under 16, the hospital record must have been created near the time of birth or at least five years before the date of application (not a souvenir certificate, baby footprints, or similar items); or
- A life, health, or other insurance record showing a U.S. place of birth created at least five years before you first applied for Medicaid (for children under 16, the document must have been created near the time of birth or at least 5 years before the date of application); or

- An official religious record, such as a baptismal certificate, recorded with a religious organization in the U.S. within three months of birth, showing U.S. birth and either the date of birth or person's age when the record was made (not a notation in a family Bible); or
- An early school record showing the child's name, child's date of birth and U.S. place of birth; the date of school admission; and the names and places of birth of the parents.

If you can't provide any of the documents listed so far, you must show an original or certified copy of one of the following:

- Federal or state census records showing U.S. citizenship or U.S. place of birth and age (generally, if born 1900 through 1950); or
- One of the following documents that shows a U.S. place of birth and was created at least five years before the Medicaid application (for children under 16, the document must have been created either at least five years before the Medicaid application or near the time of birth):
 - Seneca Indian tribal census records; or
 - Bureau of Indian Affairs tribal census records of Navajo Indians; or
 - U.S. State Vital Statistics official notification of birth registration; or
 - A delayed U.S. public birth record recorded with vital statistics more than five years after birth; or
 - A statement signed by the physician or midwife who attended the birth; or

- The Roll of Alaska Natives maintained by the Bureau of Indian Affairs; or
- Admission papers from a nursing home or other institution created at least five years before you first applied for Medicaid that shows your U.S. place of birth; or
- A medical (clinic, doctor or hospital) record created at least five years before you applied for Medicaid that shows your U.S. place of birth (for children under 16, record must have been created near the time of birth or at least five years before date of application). An immunization record not maintained by a medical facility is not a medical record.

If you cannot obtain any of the documents listed so far, you must submit three statements, signed under penalty of perjury (need not be notarized), as follows:

- One statement from you, which explains why you cannot obtain any of the documents; and
- Two other statements (not from you) from two different people (only one may be related to you and both people must prove their own identity and U.S. citizenship), stating that they know, from personal knowledge, that you are a citizen or naturalized citizen, and why you cannot obtain the documents, if they know.

If you need to submit such statements, please call DSS for forms and more details (phone numbers at end of fact sheet).

Proving your identity:

We will ask you for an original or a certified copy of one of the following:

- A driver's license issued by a State or U.S. territory with either your picture or other identifying information, such as your name, age, sex, race, height, weight or eye color; or
- A school ID card with your picture; or
- A U.S. military card or draft record or a military dependent's ID card; or
- A federal, state, U.S. Territory, or local government ID card with the same information that is on a Connecticut driver's license; or
- A Certificate of Degree of Indian Blood or other American Indian/Alaska Native Tribal document with a photograph or other identifying information; or
- A U.S. Coast Guard Merchant Mariner card; or
- A U.S. Passport that was issued with limitations (it may be expired)

If none of the documents listed above is available for adults 18 or older, DSS will accept three other documents to confirm your identity, as long as you have not used any of these other documents to show your citizenship, and you submitted citizenship documents from one of the first two groupings of documents listed to prove your citizenship. The other documents must contain your name and other information that shows your identity, and the identifying information in all of the documents must be consistent. These other documents include the following:

- An employer ID card (or other employer document, such as a wage stub);
- A government record; for example, a tax return;
- A high school or college diploma from an accredited school (including GED and high school equivalency diploma);
- A medical record;
- A school record;
- A marriage certificate and/or a divorce decree; or
- A property deed or title.

For adults with disabilities living in institutions (such as a nursing home or residential care facility): if identity cannot be verified with any of the identity documents listed above, a facility director or administrator may submit a statement, signed under penalty of perjury, on behalf of the individual, stating the person's date and place of birth (need not be notarized).

For children under 16 years of age, you may prove their identity by submitting:

- A clinic, doctor or hospital record; or
- A school (including daycare or nursery) record or report card; or
- If a clinic, doctor, hospital or school record is not available, a statement, signed by the parent, guardian or caretaker relative under penalty of perjury, stating the child's date and place of birth (need not be notarized). DSS has a form for this purpose.

For children who are 16 or 17 years old, you may prove their identity by submitting:

- A school ID card or a driver's license, or;
- If neither a school ID card nor a driver's license is available, a statement, signed by the parent, guardian or caretaker relative under penalty of perjury, stating the child's date and place of birth (need not be notarized). DSS has a form you can use for this.

Please note that, for children under 18, if you used a statement to prove the child's citizenship, you may not use a statement to prove the child's identity.

Remember: All documents must be original or copies certified by the issuing agency.

Helpful Phone Contacts

If you are having trouble getting the required documents, call your DSS worker, who can give you more time to get the document, help you obtain the document or suggest a different document that is easier to get.

For a birth certificate - contact the Clerk's Office in the city or town where your children were born. The cost in Connecticut is \$5. To find out how to get a birth certificate from another state or country, call HUSKY Infoline at 1-877-CT-HUSKY or 2-1-1.

For a Connecticut driver's license or Connecticut non-driver photo ID - contact the Department of Motor Vehicles at 1-800-842-8222.

If you are a U.S. national but not a citizen, please contact the Department of Social Services Division of Assistance Programs at 860-424-5540 for special information on how you may verify that you are a U.S. national.

Still Have Questions? Call the HUSKY Infoline at 1-877-CT-HUSKY or 2-1-1. The staff at HUSKY Infoline can also tell you about locations in your area that accept documents for DSS.

For the mailing address and other information about your local DSS office, visit www.ct.gov/dss and click on “Contact Us,” then “Regional Office Information”; or call your local DSS Regional Office:

Northern Region

Hartford - (860) 723-1000

Manchester - (860) 647-1441

New Britain - (860) 612-3400

Willimantic - (860) 465-3500

Southern Region:

Middletown – (860) 704-3100

New Haven – (203) 974-8000

Norwich – (860) 823-5000

Western Region

Bridgeport – (203) 551-2700

Danbury – (203) 207-8900

Stamford – (203) 251-9300

Torrington – (860) 496-6900

Waterbury – (203) 597-4000